

DISASTER ASSISTANCE PROGRAM APPLICATION -

[INSERT DISASTER NAME AND DATES]

**Applications are due by [INSERT DATE]**. If funding remains available, additional rounds may be possible. Contact [INSERT CD CONTACT INFORMATION]. You are encouraged to apply as soon as possible. All sections of the application must be completed if applicable. See below for specific applicability instructions.

*NOTE: To be considered complete, all supporting documentation, data, materials, and information must be provided.*

# **Section 1. Farmer / Rancher**

Farmer / Rancher Name: \_\_Date of Application: Farm / Ranch Name (if applicable): Farmer / Rancher Physical Address: City: State: Zip: Farmer / Rancher Mailing Address: City: State: Zip: Phone: Email: Property Address where physical damage/loss occurred *(if different than physical address above):* City: State: Zip:

Latitude and longitude description of the property where physical damage/loss are located (*Eastern Klickitat CD staff can assist with identifying this if needed* ): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Acreage of farm / ranch: \_\_ \_\_ Type of Operation (Commercial, subsistence, hobby): \_

Property ownership: enter all person(s) who own more than 20% of the property(ies) listed above where physical damage or loss occurred: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| --- | --- |
| Type of farm or ranch (please check all that apply):   * Irrigated crop * Non-irrigated crop * Livestock * Other | I certify that my income is less than $101,880 (120% of the median family income for [INSERT COUNTY] County for 2025 according to [**HUD**](https://www.huduser.gov/portal/datasets/il/il2024/2024summary.odn?STATES=53.0&INPUTNAME=NCNTY53039N53039*5303999999%2BKlickitat+County&statelist=&stname=Washington&wherefrom=%24wherefrom%24&statefp=53&year=2024&ne_flag=&selection_type=county&incpath=%24incpath%24&data=2024&SubmitButton=View+County+Calculations)).   * Yes * No * I opt out of disclosing this information and any associated prioritization. |

Number of acres impacted by the disaster: Total amount of expenses incurred as a result of the disaster:

Total amount of monetary reimbursement requested in this Application:

How did you hear about this opportunity?

# **Section 2. Physical Damage and / or Loss**

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| --- |
| A. DESCRIPTION AND LOCATION OF PHYSICAL DAMAGE AND / OR COST. Summarize the damage sustained by your operation directly related to the natural disaster events. Please include any additional details you feel will help in determining your eligibility for funding. Include information about the items lost or damaged as result of the natural disaster or documentation of reduced agricultural income or activity. Please include any pictures, certifications, or other documentation of the damage or loss. |
|  |
| *B. What will grant funds be used for ON YOUR FARM OR RANCH? Please Choose all that apply.* |
| * Reimbursement for expenses incurred as a result of the disaster. Categories of allowable expense include payroll, supplies, repairs, feed, building improvements (improvements limited to restoring to pre-disaster condition, enhancements may be considered if they contribute to disaster resiliency) or repairs, replacing damaged or lost crops (for example hay or nursery stock), livestock, berry plants, equipment, and other operations and business expenses. If choosing this option, please explain in detail. Only actual expenses are eligible, reduced income or lost potential crop sales are not eligible. * Cost share project. NOTE: if applying for a cost share project, the applicant must also apply with the [INSERT CD CONTACT INFORMATION]. A signed cost-share agreement will be required, cost share is done on a reimbursable basis. If approved, all work must be completed, and all documentation submitted no later than [INSERT DATE]. Additional requirements and restrictions apply. Please describe the cost share project: |

**Section 3. Expense Documentation Table.**

Provide documentation of costs incurred as a result of a natural disaster such as a flood, earthquake, or wildfire. Documentation is required for each expense. The farmer or rancher has to demonstrate that all payments have been both paid and cleared.

Documentation includes an itemized invoice plus proof of payment. Proof of payment must include name and contact information of seller, date of purchase, itemized list of items purchased, or costs incurred plus cost per item, total paid, and method of payment. Acceptable forms of proof of payment include:

* + Itemized invoices showing a $0 balance,
  + Copies of cancelled checks (submit image of front and back),
  + Credit Card Statements with account numbers blacked out,
  + Receipts,
  + Wire transfer.

Please contact your local conservation district to discuss any other suggested forms of documentation. If further rows are needed, please duplicate this page and attach as many sheets as needed to your application.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Invoice date | Invoice number | Vendor | Description of purchase or cost | How was the purchase or cost used for rebuilding the farm or  ranch? | Total invoice amount | Proof of payment |
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# **Section 4. Proof of Damages.**

If the expense incurred is a replacement or repair of lost or damaged items, please provide proof of damage to/loss of those items. You may provide pictures or other certifications for damage and proof of loss by attaching them to this application.

# **Section 5. Proof of Payment.**

For incurred expenses, please provide proof of payment for each expense listed in the Expenses Documentation Table above. You may also attach proof of payment documentation to this application.

# **Section 6. Letter from owner if property is leased.**

If property is leased, provide a letter from the owner giving permission for expenses and statement owner will not be claiming for same expenses.

# **Section 7. Application Agreement**

1. I certify that I am a farmer or rancher, as defined here:

Farmer: Any person, firm, partnership, or corporation engaged in farming. If a person, firm, partnership, or corporation is engaged in activities in addition to that of farming, the definition shall only apply to that portion of the activity that is defined as farming in RCW 46.04.183 (RCW 46.04.183).

Farming: The cultivation and tillage of the soil, dairying, the production, cultivation, growing, and harvesting of any agricultural or horticultural commodities (except forestry or forestry operations), the raising of livestock, bees, fur-bearing animals, or poultry, and any practices performed on a farm as an incident to or in conjunction with such farming operations (RCW 46.04.183).

Livestock: Includes, but is not limited to horses, mules, cattle, sheep, swine, and goats (RCW 16.36.005).

Rancher: A person who owns a ranch or who raises livestock as an occupation.

1. I certify that I am an eligible farmer or rancher that sustained damage or loss in the County.
2. I certify that all physical damage or loss expenses I am seeking grant funding for were not covered, in whole or in part, by insurance or other governmental sources.
3. I certify that all expenses I am seeking grant funding for are directly related to the wildfire event that occurred as described on page one of this Application.
4. I certify that all expenses I am seeking grant funding for were related to farming or ranching and directly caused by the disaster.
5. I certify that regardless of the number of owners of my entity/business/operation/ranch/farm, only one application for grant funding is being submitted.
6. I certify that my entity/business/operation/ranch/farm has not received grant funding from the *SCC Short-Term Disaster Recovery Financial Assistance Program for Farmers and Ranchers* at any other time during this past 24 months, regardless of the number of owners. (Note: This program was previously offered in Whatcom, Snohomish, and Klickitat counties.)
7. I certify that I have paid all expenses for which I am seeking reimbursement for in this Application.
8. I understand that funding is limited, and the availability of funds is only through legislative appropriation and state allotment to the SCC.
9. I understand and by submitting this Application, agree to grant the SCC, its staff, or conservation district staff acting on behalf of the SCC, such access to the damaged or lost property or submitted evidence or documents supporting damage or loss, as necessary to verity any reimbursement requested in this Application.
10. I understand that I am requesting funding from the SCC, and that I will comply with all rules and requirements as described in the [SCC Short-Term Disaster Recovery Financial Assistance Program for Farmers and Ranchers Guidelines.](https://www.scc.wa.gov/programs/disaster-assistance-program)
11. By checking this box, I acknowledge and permit the use of any photographs provided to support this application to be used in media materials for outreach and education purposes. I acknowledge that by the submittal of photographs used to support this application, the applicant grants the Washington State Conservation Commission (SCC) and conservation districts (CDs) in Washington a royalty-free license to remix, tweak, and build upon the work non-commercially. I also assert the photo is my or my agents original work and does not violate the copyright or any other personal or property right of any third party, and that I have obtained any and all releases and permissions necessary for our intended use. New works produced from my photo may acknowledge me and will be non-commercial, but they don’t have to license their derivative works on the same terms. Photos may not be used to infer or imply SCC endorsement of any product, company, or position.

# **Section 8. Agreement Completion Certification**

By signing this Application, I hereby

* 1. Certify that, under penalty of perjury, all information provided in connection with this Application is true and correct, and that the identified farm or ranch sustained damage directly related to natural disaster events and the expenses documented as part of this Application were in direct relation to repairing, mending or replacing those damages;
  2. Certify that the claims submitted are not covered by insurance or other governmental sources;
  3. Certify that if persons or entities other than the farmer or rancher are entitled to a share of funds received due to a written or verbal agreement, farmer or rancher will divide any funds received accordingly.
  4. Acknowledge that any misrepresentation or false statement made by the farmer or rancher or an authorized agent of the farmer or rancher in connection with this Application, whether intentional or not, will constitute grounds for denial of this Application and may be the subject of substantial civil and/or criminal liability and sanctions;
  5. Acknowledge this Application and any payments owed to farmer or rancher in connection with this Application may be reduced or denied because of the farmer or rancher’s owing any debt to the State of Washington; and
  6. Self-certify that farmer or rancher is authorized to submit this Application and to make these certifications and acknowledgements.
  7. Acknowledge that the penalty for knowingly making false statements or false entries, or attempted to secure money through fraudulent means, may include finds and/or incarceration and/or forfeiture of agricultural assistance funds under applicable federal and state law.
  8. Understand that this document becomes public record and is subject to disclosure. With few exceptions, you have the right to request and be informed about the information that the State of Washington collected about you. You are entitled to receive and review the information upon request. You also have the right to ask the state agency to correct any information that is determined to be incorrect.

Signature of Farmer or Rancher Date

Application Prepared by (if different than Farmer or Rancher) Date

Conservation District Staff (if assisted with Application) Date

**NOTE: *Funding is limited. Applications not received by the deadline are not eligible.***

**Application Questions**

If you have questions regarding submission of the application and/or SCC requirements, please contact the [INSERT CD CONTACT INFORMATION]. Or contact the Commission’s DAP manager, Bill Eller, at [beller@scc.wa.gov,](mailto:beller@scc.wa.gov) or by phone 509-385-7512.